

UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF TEXAS  
OFFICE OF THE CLERK

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September 24, 2012

**CLERK'S NOTICE 12-04**

**Centralized Processing of Returned BNC Mail**

Effective October 15, 2012, the Bankruptcy Noticing Center (BNC) will begin accepting, processing and securely disposing of notices that would otherwise be returned to the bankruptcy courts by the U.S. Postal Service as undeliverable. **The service will reduce national postage expenditures by up to \$1.25 million per year and will eliminate court staff effort required to manually process returned mail.**

The BNC's system will auto generate a Notice of Returned Mail email notification to debtors' attorneys, with a copy of the notice as a PDF attachment, advising of the returned mail by the USPS.

If no attorney e-mail address is on record or if the debtor is *pro se*, the Notice of Returned Mail will be printed and transmitted by U.S. Mail to the attorney or *pro se* debtor, as appropriate.

FOR THE COURT  
Tawana C. Marshall  
Clerk of Court